



MARAC

Mid-Atlantic Regional Archives Conference

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Inside:

- 1 From the Chair
- 2 Steering Committee Minutes
- 5 Bylaws Change
- 6 Bethlehem, PA
- 8 State and Local News
- 20 Treasurer's Report
- 21 Welcome New Members





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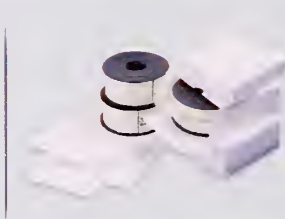
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MARAC Chair



This has been an exciting few months for me as I settle in as MARAC Chair. I made many committee re/appointments since it's important and necessary for MARAC to operate effectively with full participation by its members. Thank you for those willing to serve on committees. Speaking of committees, I want to call to your attention several new items of business several of our committees have been working on.

Do you know that MARAC celebrates an important milestone next year? Any guesses? MARAC turns 40. The first MARAC meeting was held on June 23, 1972 at the University of Maryland where 33 archivists gathered. Since then we have grown to about 1,000 members with new archivists joining every month. As a way to celebrate this important anniversary, we plan on granting 40 meeting/travel scholarships to 40 archivists and students. Watch for more news about our yearlong celebration in the next several issues of the MAA.

Our strategic plan is getting a bit of a facelift as we work to update it from 2005. MARAC's revised vision statement now reads: "To promote and sustain the Mid-Atlantic archival community by providing exceptional and affordable conferences, professional development and educational opportunities and thereby fostering collegiality, collaboration and professionalism." The Steering Committee is still shaping and refining our core values and strategic outcomes/objectives so I'll keep you posted along the way, but it is exciting to see MARAC growing into a healthy and mature professional organization.

Blog anyone? In one effort to move MARAC into the social networking environment, the Outreach Committee is developing a blog for members to better communicate with one another as well as to reach out to other archivists or interested folks about what's going on in MARAC. We can post news on events, celebrate Archives Month, advocate for archival issues and concerns, or "blog" about other topics important to you, including personal testimonies or the opening of specific collections. While the details are still being worked out with the Electronic Resources Committee, I'm pleased that MARAC is moving in this direction.

Did you know that during its 40 year history MARAC has published 11 technical leaflets on subjects ranging from processing congressional collections (my favorite) to developing exhibitions to photograph preservation? With two more leaflets currently in the works, we continue to distribute these at conferences since they contain important information archivists are seeking to do their jobs. In an effort to broaden the distribution and impact these leaflets can make to MARAC members and our archival colleagues in other regions, we will soon be making the technical leaflets series freely available to all by visiting the MARAC website and downloading them as PDFs. I'm a firm believer in "open access" and am delighted to report to you that so is your Steering Committee. So watch for these to become available soon.

In all of the above efforts, note that it takes a lot of people serving in various capacities in MARAC to achieve any of the above. Thanks go to so many of you willing to serve this organization and make a difference.

Don't forget that we as a body will be voting at the Fall Business Meeting on an amendment to the by-laws that affects the Nominations & Elections Committee. Rather than have the MARAC Secretary notify candidates of election results, the chair of N&E will notify the candidates instead. And in addition to ballots, election tallies will also be destroyed following the formal announcement of the results. Finally, the MARAC Webmaster is being added to the committee as an ex-officio non-voting member to assist with the conducting of online elections.

And special thanks to those serving on the Fall 2011 Program Committee and Local Arrangements Committee. I'm looking forward to another great conference...see you in Bethlehem!

Ed Galloway

Steering Committee Minutes

Thursday, May 5, 2011
Alexandria, Virginia

Present: Beth Alvarez, Rebecca Collier, Danna Bell-Russel, Sharmila Bhatia, Lauren Brown, Yvonne Carignan, Heather Clewell, Laura Drake Davis, Ed Galloway, Jim Gerencser, Marianne Kasica, Jennie Knies, Brian Keough, Michelle Lavoie, Dan Linke, Mary Mannix, Jennifer McDaid, Valerie Metzler, Jeffrey Moy, Paige Newman, Liz Novara, Carolina Palacios, Arian Ravanbakhsh, David Rose, Dortha Sartain, Patricia Scott, Jordan Steele, Charlotte Sturm.

Call to Order

Danna Bell-Russel called the meeting to order at 6:35 p.m.

Approval of Agenda

The agenda was approved. (motion: Bhatia, second:Alvarez)

Approval of Last Steering Committee Minutes

The Winter minutes were approved. (motion: Alvarez; second:Sturm)

Officers' Reports

A. Chair

1. Chair's Report
Report submitted.
Keough gave testimony to New York City Council on behalf of MARAC regarding public records. Bill has still not left committee.

2. Administrator's Report
Report submitted.

B. Vice Chair, including Meetings Coordinating Committee

Report submitted.
Last Alexandria meeting attendance: 397. Registration numbers for this meeting currently at 377. Theme for Cape May meeting: "Faith and Frolic on the Jersey Cape." Looking into working with Helms Briscoe, a company that works with organizations on hotel contracts. The hotels pay Helms Briscoe, not the

organization. We will look into how hotel rates are with them as opposed to doing it ourselves.

C. Secretary

No report.

D. Treasurer, including Finance Committee

Report submitted.
FY 2012 Budget: Approved
Budget for Bethlehem, PA meeting: Approved
Finance Committee poses question to Steering regarding investment strategy regarding pursuing a more aggressive investment strategy. Before MARAC would do anything, we would speak with a financial advisor. Vote taken for Finance Committee to explore this option, and was approved.

E. Archivist

Report submitted.

Standing Committee NEW BUSINESS AND UPDATES Custer Award

Report Submitted.

Development

Report submitted.

Distinguished Service Award

Report submitted.

Education

Report submitted.

Electronic Resources

Report submitted.

Finding Aids

Report submitted.

Membership Development

Report submitted.

National Coalition for History

Report submitted.

Nominations and Elections

Report submitted.

Outreach

Report submitted.
2011 Archives Month Theme:
Celebrating Advocacy in Archives

Publications

Report submitted.

State Capitals NEW BUSINESS AND UPDATES Delaware

Report submitted.

District of Columbia

Report submitted.

Maryland

Report submitted.

New Jersey

Report submitted.

New York

Report submitted.

Pennsylvania

Report submitted.

Virginia

Report submitted.

West Virginia

Report submitted.

CONTINUING BUSINESS

A. Confirmation vote on increasing number of scholarships offered for Alexandria Meeting – Approved

B. Confirmation vote on advocacy regarding DORIS transfer – Approved

C. Outreach Committee Blog and Additional Outreach Activities
Expand blog originally conceived for Archives Month to Outreach in

Steering Committee Minutes

Thursday, May 5, 2011
Alexandria, Virginia

general. Working with Electronic Resources Committee. Discussion regarding scheduling, themes, and general content of blog entries occurred.

D. Development Committee Fund Raising for 40 at 40

Forty scholarships over calendar year 2012. Workload for Education Committee is appropriate and possible. Increased publicity will be necessary to ensure adequate number of applicants. Formal proposal for next Steering Committee meeting is necessary.

E. Anniversary Activities

Committee to Coordinate: Paige Newman (Chair), Jennifer McDaid, Valerie Metzler, and MARAC Archivist (ex-officio)

F. Operations Manual

Draft has been created. Committee members are over-extended. Most critical need now is editing, including the Nominations and Elections Handbook.

G. Strategic Plan

Vision Statement: Motion to accept revised vision statement – Approved

Core values: Yvonne Carignan and Dorteia Sartain will draft for Summer 2011 meeting including “promoting/sustaining records, etc.”

Points to include for goals for next 3-5 years:

- reaching out to small archives
- improve web site
- increase scholarship offerings or intellectual product

NEW BUSINESS

A. Membership Committee Issues

Lots of responsibilities on caucus representatives: caucus meetings outside conferences have varying levels of success. Can offer other opportunities using technology such as online, which minimizes geographical obstacles.

B. Election Issues also Ad-Hoc Advisory Committee for Nominations and Elections

Motion to approve changes to Nominations and Elections. Approved.

C. Custer/Finch Award

Will address issues with book submissions for Custer Award at Summer meeting.

Finch Award: Motion from the Custer Committee to approve new language for award description. Approved.

D. Changes to Scholarship Criteria

Change to “live or work” in the region. Motion from the Education Committee. Approved.

Adjournment

Meeting was adjourned at 9:42 p.m.
(moved: Metzler; second: Knies)

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Bylaws Change

As required by the MARAC constitution, bylaw changes are to be voted on by the members in attendance at the business meeting. At the meeting in Alexandria, a suggested bylaw change was presented to the membership. We will vote on this amendment at the upcoming meeting in Bethlehem.

The amendment to Section 3 (Nominations and Elections) of the bylaws will change how candidates are notified regarding election results. Rather than have the MARAC Secretary notify candidates, the *Chair of Nominations and Elections* will notify the candidates instead. In addition to ballots, election tallies will also be destroyed following the formal announcement of the results. Finally, the MARAC Webmaster is being added to the committee as an *ex-officio non-voting member* to assist with conducting online elections.

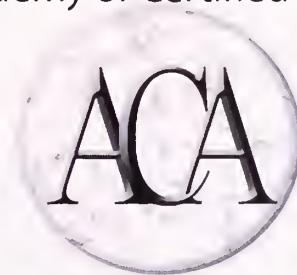
The revised text reads as follows:

3. Nominations and Elections

- A. The Nominations and Elections Committee shall consist of six (6) members. Two (2) shall be appointed by the MARAC Chair, preferably from members of the outgoing Steering Committee, and three (3) shall be elected by the membership. The MARAC Webmaster shall serve as an ex-officio non-voting member of the committee. The Nominations and Elections Chair shall be the elected member who received the most votes.
- B. Nominations and Elections Committee members shall serve for one (1) year terms and may not succeed themselves. Terms shall begin at the conclusion of the meeting following their election.
- C. The Nominations and Elections Committee shall be bound to nominate for an officer or member-at-large position a candidate named in a nominating petition signed by at least ten (10) percent of Conference members. The Nominations and Elections Committee shall solicit State Representative nominations from the state caucuses preceding the elections for State Representatives.
- D. The Nominations and Elections Committee shall issue an official ballot in whatever form it deems appropriate at least sixty (60) days before the first meeting of the calendar year. Ballots shall include space for write-in candidates for each position. Ballots shall be submitted to the Nominations and Elections Committee no later than thirty (30) days after being issued.
- E. The Nominations and Elections Committee shall tally the ballots and certify the results. The Chair of the Nominations and Elections Committee shall promptly notify all candidates of the results. Names of the successful candidates shall be formally announced at the first business meeting of the calendar year. Ballots and tallies shall be destroyed following formal announcement of the results.
- F. A nominee receiving the highest number of votes for an office shall be elected to that office. In the event of a tie vote, the Nominations and Elections Committee shall issue a second ballot containing only the names of the tied nominees within fifteen (15) days of the first tally. These ballots shall be submitted to the Nominations and Elections Committee within fifteen (15) days.



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Not-So-Little Town of Bethlehem Beckons MARAC in October

Come to Bethlehem, P A,

October 20–22, for what promises to be a lively meeting focused around four themes: MUSIC, METADATA, METAL, and MORAVIANS. Drawing from the rich social and historical context of the Lehigh Valley, the Program Committee has crafted a program that explores music from its roots to its digital future. Audio transfer technologies, digital preservation and curation, and the appropriate application of metadata standards are all *de rigueur* for this hot topic. We have some exciting speakers lined up to bring you the nuts and bolts of digital preservation formats, capturing local history in a time of change, and planning for your institution's reorganization. Much more to come (including the definition of Moravians!)

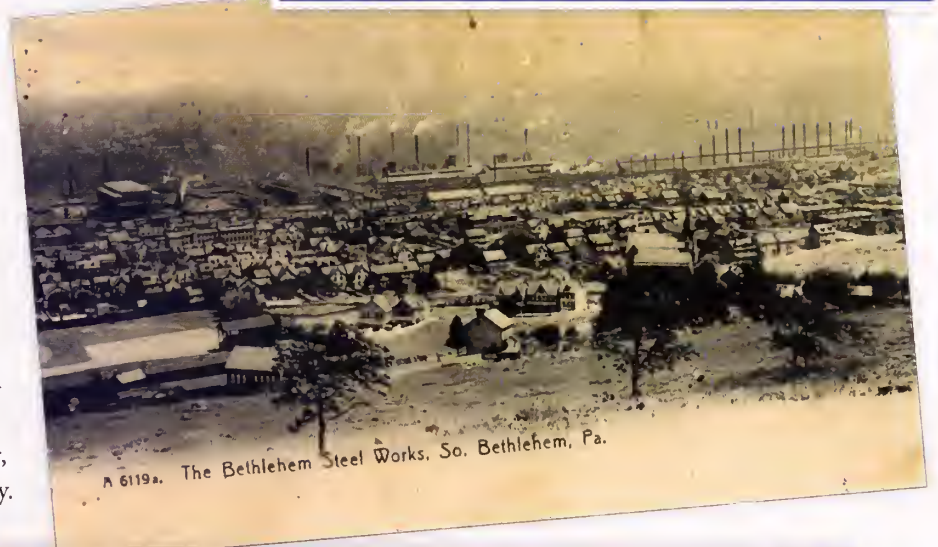
Setting the stage for these explorations with a provocative plenary presentation will be Seth Moglen, Associate Professor of English at Lehigh University. He will argue that the transformation of Bethlehem from a utopian religious community to an industrial steel town to the brownfields and casinos of today constitutes an American tragedy. We'll lighten up the mood at the luncheon with a presentation from Dick Boak, Director of Artist and Public Relations for the C.F. Martin & Co. in nearby Nazareth, PA, who will talk about Martin's historical contributions to guitar design and his collaborations with celebrity guitar artists to design the signature models made by Martin Guitar. He will be joined by Martin clinician and renowned guitarist, Craig Thatcher, who will provide musical vignettes on his Martin guitars.

Arrive early and take one of five edifying workshops on genealogical research, audio preservation, electronic records, preserving scrapbooks, or catablogging. Or sign up for one of our stellar tour offerings—a walking tour of the historic Moravian district that surrounds the hotel and a chance to experience a Moravian lovefeast; or a tour of the old Bethlehem Steel site and neighborhood; or a visit to Martin Guitar, where you'll see the museum, archives, and factory. There will also be an opportunity to see behind-the-scenes at Backstage Library Works, with a special tour of their Preservation Center right here in Bethlehem. Repository open houses will also be offered on Thursday afternoon—visit the archives of the Moravian Church or Lehigh's humanities and special collections library on your own.





A highlight of the meeting will be the Friday night member reception at SteelStacks, Bethlehem's stunning new concert, film, and community venue extraordinaire, located at the foot of the Bethlehem Steel's five iconic blast furnaces. Watching darkness fall over these hulking giants will be an experience to remember. Register early for your best shot at a room in the Hotel Bethlehem, the conference hotel and a Historic Trust hotel built in the 1920s. It is conveniently close to restaurants and shops, including the world's oldest continuously-operating bookstore, the Moravian Book Shop, right across the street. Bethlehem is served by car, bus, and plane—train service is a distant memory. However you get to Bethlehem, you're sure to enjoy this autumnal gathering of archivists.



Top to bottom: Martin Guitar social. Bethlehem Steel advertisement. Circa 1950. Special Collections, Lehigh University. South Bethlehem and The Bethlehem Steel Works. Circa 1910. Special Collections, Lehigh University. Hotel Bethlehem, Bethlehem, Pa. Circa 1920. Special Collections, Lehigh University

State and Local News

DELAWARE

Winterthur Library

A new library case exhibit titled "The Ephemera of Fabric" brings together trade cards, textile labels, handkerchief boxes, textile designs, Berlin work patterns, fashion plates, and trade catalogs, all helping to tell the story of the production and use of textile fabrics. All items are from the John and Carolyn Grossman Collection, an extensive collection of printed ephemera held in the Downs Collection. Curated by Laura Parrish, the show will be up through October 23.

University of Delaware

Vice President Joseph R. Biden, Jr., visited the University of Delaware on Friday, September 16. He donated his Senatorial papers and delivered the James R. Soles Lecture on the Constitution and Citizenship.

A 1965 graduate of the University, Biden was the inaugural speaker in the annual lecture series named in honor of the late Alumni Distinguished Professor Emeritus Jim Soles, who influenced and inspired many of his students to pursue public service at the local, state, and federal level. The lecture officially marked Constitution Day, September 17.

Preceding the lecture was a ceremony honoring Biden's donation of his Senatorial papers to the Special Collections Department of the University of Delaware Library. Biden's papers will join congressional collections of former members of Congress Michael N. Castle, Thomas R. Carper, Edward E. "Ted" Kaufman, George Gray, Willard Saulsbury, Willard Saulsbury Jr., J. Allen Frear Jr., and John J. Williams.

In a related event, UD Library joined other members of the Association of Centers for the Study of Congress in celebrating the second annual Congress Week, September 12-16, 2011. "Of the People, By the People, For the People," the 2011 theme, recognized that members of Congress are citizens elected by other citizens in popular and free elections, and that our system of representative democracy holds those representatives accountable to their local constituencies. A selection of documents from the papers of the Hon. Michael N. Castle (U.S. House of Representatives, 1993-2011) illustrated the range of duties performed by a member of Congress: voting, responding to constituent concerns, participating in hearings, serving on committees, providing government oversight, making public statements on the Floor of Congress, and making laws. <http://www.lib.udel.edu/ud/spec/exhibits/congress2011/>

The current gallery exhibit in UD Library celebrates a "Decade of Donors," to honor the generous benefactors and their gifts-in-kind of rare books and manuscripts, which is an essential part of the collection development in Special Collections. The materials on display are organized to complement Special Collections' core collecting areas of literature, the arts, history and Delawareana, and the history of science. Curators of the exhibit were Maureen Cech, E. Evan Echols, and Alexander C. Johnston. <http://www.lib.udel.edu/ud/spec/exhibits/decadeofdonors/index.html>

Papers of 20th century American diplomat now online at UD Library The papers of an important 20th century American diplomat, George S. Messersmith, have been digitized with support from an NHPRC grant and are now available for the first time online

at the University of Delaware Library, making them accessible to researchers around the world. Messersmith, known as "Wordy George" at the State Department for his keen observations reported through detailed dispatches, served in ten diplomatic posts on three continents between 1914 and 1947. The efficiency with which he met his duties in pre-World War II Germany and Austria resulted in his being called back to Washington by President Roosevelt to serve as Assistant Secretary of State, where he helped reorganize and streamline the department. He was soon appointed to the ambassadorships of Cuba, then Mexico, followed by a final post to Argentina. Messersmith "retired" from diplomatic service but continued to influence American relations with Latin America through his position as chairman of the board of the Mexican Light and Power Company.

The Messersmith papers were received by the University of Delaware after his death in 1960, after Messersmith had been convinced of the historical value of his career records by friends and associates at the University. Ruth Alford, a library staff member, completed a 700+ page detailed calendar of the collection in 1973, which remained the primary access tool for use of the collection until this digitization project.

Earlier funding supported XML encoding of the calendar prior to the library's adoption of EAD, but full funding for migration to EAD-XML and digitization of the collection was not obtained until the library successfully applied for an NHPRC grant to "digitize democracy" and "repurpose" existing metadata. The legacy calendar was the perfect repurposing and digitization project for providing access to this heavily used collection. Links to the online finding aid, the digital collection, and press

State and Local News

releases about the collection are available at: <http://www.lib.udel.edu/ud/spec/findaids/messersmith/index.html>

Hagley Library

Hagley Museum and Library announces the records of the Woodlawn Trustees, Inc., are open for research. The Woodlawn Trustees have been influential in the development of Concord Pike, building the Wilmington neighborhood "The Flats," and providing open space to the City of Wilmington, New Castle County, and the State of Delaware for the purpose of creating public parks. The collection includes ledgers and journals, correspondence, meeting minutes, maps, photographs, and promotional materials. A finding aid is available online at www.hagley.org/library. Access to the collection is onsite only.

Hagley received the Woodlawn Trustees collection in 2008. The Woodlawn Trustees, Inc., dates to 1901 when it was formed by William Poole Bancroft and called "The Woodlawn Company." Woodlawn's mission has three initiatives: preserve green space, encourage planned development to benefit the community and support Woodlawn's activities, and provide affordable rental housing to residents with modest means.

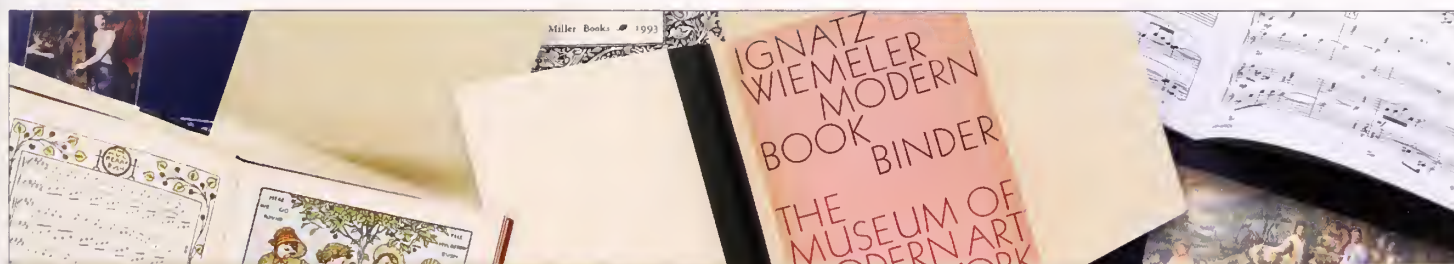
The Hagley Library is the nation's leading business history library, archives, and research center. Current holdings comprise 36,000 linear feet in the Manuscripts and Archives Department, 290,000 printed volumes in the Imprints Department, 2 million visual items in the Pictorial Department, and more than

100,000 digital images and pages in the Digital Archives Department.

Hagley Museum and Library collects, preserves, and interprets the unfolding history of American enterprise. Hagley is located on Route 141 in Wilmington, Delaware. For more information, call (302) 658-2400 weekdays or visit www.hagley.org.

Delaware Public Archives

In July, the Delaware Public Archives received a generous donation of significant historical materials, including a 1701 land deed from William Penn. The collection was donated to the State of Delaware by the family of former Delaware Governor and U.S. Senator Clayton Douglass Buck. At an event held on July 21 at the family's ancestral home, Buena Vista, Delaware Secretary of State

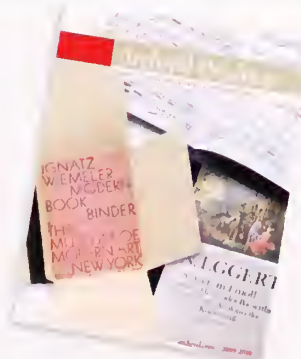


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State and Local News



Ingrid E. Bogel, Conservation Center for Art and Historic Artifacts Executive Director, and Delaware Public Archives Director Stephen M. Marz examine the Buck Collection.

Jeffrey Bullock officially recognized and thanked Buck's grandchildren – Lisa Buck DeCandia, David Buck, and Karen Farquhar – for their significant cultural contribution to the state.

The donated documents had been on loan to the State of Delaware for nearly three decades, but in May 2011 were officially and permanently given to the State. The Delaware Public Archives will soon begin conservation of the documents and intends to temporarily and periodically display them at Buena Vista, where Governor Buck was born and lived his entire life. Buck served as governor of Delaware from 1929 to 1937 and U.S. Senator from 1943 to 1949. Upon his death, and according to his will, Buena Vista was sold to the State for one dollar.

This fall, the Delaware Public Archives will be distributing a newly revised version of its Looking Back: A Primary Source Education Kit for Delaware High Schools to secondary schools throughout the state. Last year, a reprint of the award winning

elementary level kit, entitled Teaching Delaware History with Primary Sources: A Teaching Kit for the Fourth and Fifth Grades was provided to elementary school teachers in Delaware. Both of these kits include high quality reproductions of Delaware Public Archives documents that are used in conjunction with online lesson plans. Teachers will use these Archives materials to bring primary sources into the classroom for students to explore and study the history and culture of the First State.

► *Caucus Representative*
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DISTRICT OF COLUMBIA

District of Columbia caucus representative Yvonne A. Carignan has left the caucus to become the Head of the Special Collections and Archives Department at George Mason University. Andrew Cassidy-Amstutz of the Library of Congress has been appointed DC Caucus chair to replace her.

► *Caucus Representative*
Andrew Cassidy-Amstutz
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andrew.cassidyamstutz@gmail.com

MARYLAND

Maryland Caucus – Tour of Frederick, Maryland

Eleven members of the MARAC Maryland Caucus visited the Historical Society of Frederick County (HSFC) and the C. Burr Artz Public Library's Maryland Room in Frederick, Maryland, on July 11, 2011. Brigitte

Kamsler, Archivist and Research Center Coordinator for the HSFC, discussed archival issues from the perspective of a private, non-profit organization. The tour began at the HSFC's offsite storage facility, which houses unique collections on the history of the county including museum artifacts, textiles, and archival collections. The tour then moved to downtown Frederick to visit HSFC's headquarters building, with a focus on the Archive and Research Center facility. After the HSFC tour, attendees enjoyed lunch at Cacique Restaurant, which offered Mexican and Spanish cuisine. In the afternoon, tour attendees had the opportunity to visit the Maryland Room at the C. Burr Artz Public Library. Mary Mannix, Maryland Room Manager, presented information about the history of the library and providing access to local history and genealogy materials in a public library setting.

Bowie State University – Archives and Special Collections Department

Bowie State University's Archives and Special Collections Department is now open four days per week. Since May 2009 the collections have been undergoing reappraisal and reorganization following nearly twenty years without dedicated staff. Katherine A. Hayes worked as a consultant for the first year and was hired by the University in July 2010 to continue this work.

University Archives includes records created by the Office of the President; student seminar papers and graduate theses; administrative and departmental records; and student records that date from the 1920s-1980s, including grade and roll books. The collection also includes the first student register for the Baltimore Normal School, dated 1866-1907. There are over fifty linear feet of university publications, including yearbooks, announcements, catalogs,

class schedules, magazines, newsletters, commencement programs, brochures, and department annual reports.

Manuscript collections include the papers of the Goodloe Family (1910-1988). Don S. S. Goodloe was the first principal of the Maryland Normal and Industrial School, and his house is now the Bowie State University Alumni House. The collection includes family artifacts and photographs from the Goodloe family.

Organizational records include the Lanham-Bowie Chapter of the American Association of University Women dating from 1959 through the 1990s; Prince George's County chapter of the NAACP, 1981-1987; the Maryland Association for Multicultural Counseling and Development, 1975-1987; and the Prince George's County Women's Political Caucus, 1980-1991.

Approximately fifty linear feet of photographs includes images documenting the early history of the school after its move to Bowie in 1911. Other subjects depicted include the demonstration school for teacher education; alumni, students, faculty/staff, and department activities; athletics; landscape, buildings and grounds.

Archives and Special Collections also is home to approximately 75 linear feet of books on Maryland History, and 125 linear feet of rare books including over 100 bound original reprints of Congressional speeches from 1820-1890, on the topics of abolition of slavery, civil rights, and Reconstruction. More than a third of the rare book collection dates from the nineteenth century and earlier, and covers history, natural history, social sciences and culture.

Collections are being cataloged for inclusion in the USMAI online catalog and OCLC. The department was recently awarded grant funding from the Bay and Paul Foundations for a Preservation Assessment Survey to be conducted later this year. Access to collections is by appointment. Please contact the archivist at (301) 860-3851, or khayes@bowiestate.edu.

University of Maryland, College Park – Special Collections in Performing Arts

Special Collections in Performing Arts at the University of Maryland, College Park is pleased to announce that the Jacob M. Coopersmith Collection is now processed and available to researchers. Recent additions to the collection are currently being added, and a full finding aid will soon be available. An abstract of the collection may be found at <http://hdl.handle.net/1903.1/13402>; a finding aid is available upon request.

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For details on these and other enhancements, contact Aeon program director Christian Dupont at cdupont@atlas-sys.com or 757-467-7872 ext 215

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State and Local News

Jacob M. Coopersmith (1903–1968) was an American musicologist whose research focused on the composer George Frideric Handel. Coopersmith was also a performer, conductor, teacher, and librarian, holding the post of senior music cataloger at the Library of Congress for nearly twenty years. He wrote the first thematic catalog of Handel's works, published a critical edition of Handel's *Messiah* that incorporated all the known variations in text and music, and wrote numerous articles in the field of music history.

The Coopersmith Collection contains original and facsimile libretti of Handel's vocal works, manuscript and published scores, his personal research materials, pertinent catalogs he collected from a variety of institutions, and a unique assemblage of music history and Handel-related books, dating from the early 18th- to the mid-19th centuries. For more information on this collection, please contact the Curator of Special Collections in Performing Arts, Vincent J. Novara, at vnovara@umd.edu.

► *Caucus Representative*
Elizabeth Novara
(301) 314-2712
enovara@umd.edu

NEW JERSEY

Monmouth County Historical Association

The Monmouth County Historical Association presents a special exhibition, "Marching Away: Monmouth County in the Civil War" that opened on Sunday, September 18, 2011 and runs through July 2012. The exhibition is on view in the Washington Gallery at the Historical Association's Museum & Library building, 70 Court Street, Freehold, New Jersey. Funding for the exhibition has been provided by the New Jersey

Historical Commission, a division of the Department of State.

The exhibition includes a full selection of letters, photographs, diaries, uniforms, flags, personal items and military weaponry to evoke the experiences of the brave Monmouth County men who volunteered to join the Union Army and left home for up to four years. Their lives prior to the War, their wartime experiences and their struggles as they returned home will be the focus, providing a very personal viewpoint of the Civil War era.

The photographs, documents and artifacts in the exhibition have all been donated over the years to the Monmouth County Historical Association, many from direct descendants of Monmouth County's Civil War veterans. With the rich histories of their ownership, they represent a link to the past and an opportunity to explore the lives of their original owners.

In conjunction with the exhibition's opening, there was an encampment of Civil War reenactors held on the grounds of the Historical Association's Museum & Library. The 2nd Rhode Island Volunteer Infantry Company D were encamped for the weekend of September 17 & 18, provided demonstrations of military drills and maneuvers as well as aspects of everyday camp life.

Please visit monmouthhistory.org or call 732-462-1466 for further information about the exhibition and related programming. Also check them out on Facebook for all the latest news.

Monmouth County Library

Joseph G. Bilby has been chosen to receive the 2011 Jane G. Clayton Award, to be presented at Archives and History Day at the Monmouth County

Library Headquarters, Manalapan, on October 15. Created in 1997, the Clayton Award honors an individual who, over a substantial number of years, has made exceptional contributions to an awareness, understanding, and/or preservation of the history of Monmouth County, New Jersey. It is named after the former County Clerk who was responsible for the creation of the Monmouth County Archives.

Past winners have been George Moss, Mary Lou Strong, Louise Jost, Wesley Banse, Douglas Foulks, Gail Hunton, Michael Adelberg, Lee Ellen Griffith, Flora Higgins, Gerald Ceres, Karen Schnitzspahn, Lydia Wikoff, Garry Wheeler Stone, and Edward J. Raser.

Joe Bilby received his BA and MA degrees in history from Seton Hall University. A Vietnam veteran, he has taught military history on the community college level and lectured widely on Civil War and New Jersey history. He is currently part-time Assistant Curator of the New Jersey National Guard and Militia Museum in Sea Girt, New Jersey and a free lance writer and historical consultant. He is the author, editor or co-author of twelve books and more than 300 articles on New Jersey history and folklore, military history and outdoor subjects. His Monmouth-related books include *Monmouth Court House: The Battle That Made the American Army*, *Asbury Park: A Brief History*; *Sea Girt: A Brief History*, and his several books on New Jersey's Civil War regiments such as *Remember You Are Jerseymen: A Military History of New Jersey's Troops in the Civil War* co-authored by William C. Goble includes information about Monmouth soldiers. Mr. Bilby has appeared on the History Channel's *Civil War Journal*, the Discovery Channel's *Discovery Magazine*, and RTE, the Irish National television network, as an expert on the Civil War

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State and Local News

and 19th century firearms. He is a Trustee of the NJ Civil War Heritage Association, a member and publications editor of New Jersey's official Civil War Sesquicentennial Committee, and content editor of the Committee's website.

Seton Hall University

Various collections continue to be acquired on a regular basis as part of an ongoing mission to enhance institutional history resources. Included among their recent major acquisitions include such diverse items as set of files from St. Aedan's Catholic Church in Jersey City dating from the 1920s-60s to a near mint 1958 Seton Hall University baseball uniform along with other materials that promote research in all of its varied and valuable forms.

Visitation to their repository has topped the 80,000 mark since counter records have been measured since implementation in 2007.

The 2010-2011 Annual Report for the Archives & Special Collections Center has been published and is available upon request which provides more detail on their activities over the past fiscal year.

The New Jersey Catholic Historical Commission will be celebrating its 35th anniversary in 2011. In anticipation of this event among other initiatives the Scholarships & Awards Task Force headed by Dr. Fernanda Perrone will be active in judging submissions for research in progress and published work award stipends named in honor of former commissioners, the late Dr. Joseph Mahoney, former Professor of History at Seton Hall University and Msgr. William Noe Field respectively.

The Archives & Special Collections Center was the feature of a story in the National Hibernian Digest (July 2011), and in the summer 2011 issue of Metropolitan Archivist, an online published by the Archivists Round Table of Metropolitan New York, Inc.

► Caucus Representative

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NEW YORK

New York EAD Collaboration Group

A small group of New York archivists from the University at Buffalo (SUNY), the University at Albany (SUNY), Syracuse University, Colgate University, Historic Hudson Valley, and the Rockefeller Archive Center have joined together to support the use of Encoded Archival Description (EAD) and help coordinate statewide EAD activities.

The group prepared an EAD survey sent in July 2011 to 500 institutions of all sizes across New York State. The objective was to solicit information about the current status of EAD implementation in the State and gauge the interest of institutions' willingness to deposit EAD finding aids in a centralized repository similar to that of the Online Archive of California. The survey results will also provide base information for any attempts to establish a statewide mechanism to encourage and assist institutions not yet producing EAD to do so. Although the group has no official standing at this point, being simply a group of interested independent advocates, it believes that this data will be valuable no matter what agency might pursue such a project. Survey results will be shared with interested participants.

Capital Region Archives Dinner

The 16th Annual Capital Region Archives Dinner will be held on Wednesday October 5, 2011 at 6:00 PM. This year's dinner will be



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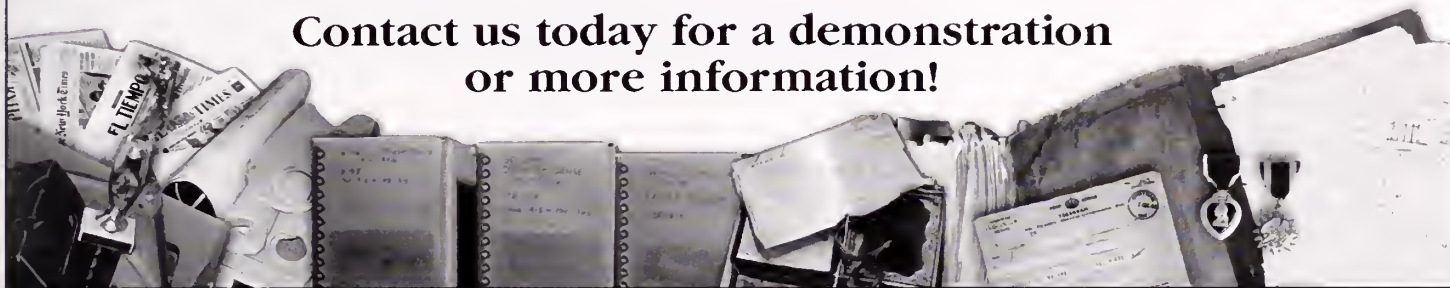
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held at Jack's Oyster House in Albany, NY. The keynote speakers are Paul and Mary Liz Stewart, founders of the Underground Railroad History Project of the Capital Region (URHPCR). The URHPCR seeks to acknowledge the active Underground Railroad movement in the region, to raise awareness about and stimulate interest in this little recognized and inspiring part of the region's history, to understand it in its historic context, to encourage the recognition of local historic figures and to preserve that history.

The cost to attend this year's Archives Dinner is \$35.00 per person, payable by check to "Archives Dinner" and mailed to Kathleen Newkirk at 331 Clapper Road, Selkirk NY 12158. For questions contact Brian Keough, bkeough@albany.edu.

The Capital Region Archives Dinner is the annual celebration of documentary heritage in the greater Capital Region. Each year during Archives Month, the Archives Dinner Committee recognizes individuals and organizations which have advanced the appreciation of documentary heritage in Northeastern NY.

University of Rochester's Rare Books and Special Collections Department

In September, the University of Rochester's Rare Books and Special Collections Department under the leadership of

Lori Satter and Melissa Mead began the process of digitizing the Post Family Papers <http://www.lib.rochester.edu/index.cfm?page=1096>. This collection includes over 2,000 items spanning 1817 to 1918. The Post family moved to Rochester in 1836, and quickly became involved in social movements led by Elizabeth Cady Stanton, Susan B. Anthony, Frederick Douglass and William Lloyd Garrison. During the first phase of this project, undergraduate students will both scan and transcribe 108 letters written to the Posts from those luminaries of the 19th century. Once added into Omeka, a free, open-source content management system, patrons will have the opportunity to study both the original document and its transcription- side by side on the screen. Researchers will then have the opportunity to study the 19th century's most important historical moments- including the Civil War, abolition, religion, medicine, the rights of Native Americans and the women's rights movement— which all find a prominent place in the letters the family sent and received.

► *Caucus Representative*
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State and Local News

PENNSYLVANIA

Pennsylvania State Archives

Save Pennsylvania's Past is a statewide effort to preserve the millions of objects and historic artifacts that shape the Commonwealth of Pennsylvania's history and define our nation. As part of this two-year project, The Conservation Center for Art & Historic Artifacts will present six training programs in eight regions to prepare staff to address the challenges threatening Pennsylvania's world-class collections.

The following programs are being presented from Fall 2011 to Spring 2012:

Preservation Best Practices for Optimal Collections Care
Digitization Basics
Understanding Archives: An Introduction to Archival Basics

Look for the following programs to be presented from June 2012 to May 2013:

Fundraising for Preservation & Conservation
Essential Policies & Procedures for Cultural Institutions
Protecting Cultural Collections: Disaster Prevention, Preparedness, Response and Recovery

Save Pennsylvania's Past Leadership PROJECT LEADERSHIP:

Conservation Center for Art & Historic Artifacts (CCAHA)

PROJECT PARTNERS:

Pennsylvania Historical & Museum Commission (PHMC)
Pennsylvania Federation of Museums and Historical Organizations (PFMHO)
LYRISIS
These programs are supported by an Institute of Museum and Library Services (IMLS) Connecting to Collections Statewide Implementation Grant.



Sons of American Legion, Bethlehem, Pennsylvania. 1935 Nov. Library of Congress.

For more information see <http://www.cvent.com/events/save-pennsylvania-s-past/event-summary-a741de4b39f1463690b2b6f659861299.aspx>

Archives Service Center, University of Pittsburgh

In April, the Archives Service Center (ASC) at the University of Pittsburgh added 60 years' worth of alumni publications published by Pitt between 1926 and 1985 to their Documenting Pitt website. Over 13,000 pages were scanned by the ULS Digital Research Library. The publications document news of University events and activities to alumni, and are especially rich during the WWII years. The seven new alumni publication titles represented on the website reflect the changes and growth happening at Pitt during these six decades. The alumni publications are available here on the Documenting Pitt website: <http://digital.library.pitt.edu/d/documentingpitt/alumni.html>.

"Yinz" excited to announce the revamped Pittsburgh Speech & Society Project website which focuses on disseminating research and educational materials relevant to the Pittsburgh dialect. It

now includes conversational interviews that capture examples of such dialect. This website also features a dictionary to explain some common Pittsburgh words such as "gumband" and "redd up." The Archives Service Center is grateful to Dr. Barbara Johnstone, Professor of Linguistics and Rhetoric at Carnegie Mellon University, who conducted the project (along with Dr. Scott F. Kiesling, Associate Professor of Linguistics at Pitt) and donated the interviews to the ASC and subsequently partnered with them to create the new site. The Pittsburgh Speech & Society Project website is available at <http://pittsburghspeech.pitt.edu/>.

The ASC also continued their digitization of glass plate negatives found in their Pittsburgh City Photographer Collection. They recently added over 1,000 images to the online collection which can be found here: <http://digital.library.pitt.edu/images/pittsburgh/cityphotographer.html>. Presently, almost 13,000 images are available online from this collection.

Lutheran Archives Center at Philadelphia

On Tuesday, September 6, 2011 Lutheran Archives Center and The Lutheran Theological Seminary at Philadelphia began the year long 300th anniversary celebration for Henry Melchior Muhlenberg (1711-1787), the Patriarch of the Lutheran Church in North America. Several hundred visitors were on campus for a full day of activities. The featured speaker was Dr. Martin Marty, Fairfax M. Cone Professor Emeritus in the University of Chicago Divinity School. Several Philadelphia Seminary faculty members presented workshops on various aspects of the life and work of Muhlenberg and his well known family. There was a banquet in the evening to raise funds for a new endowment for student financial aid at the Seminary named for Muhlenberg. A large display depicting the life and work of the Muhlenbergs that was done by the Francke Foundations in Halle, Germany was also on view for the visitors. The Francke Foundations is the organization that sent Muhlenberg to America in 1742.

Lutheran Archives Center displayed several volumes of the recently restored Muhlenberg Journals. Eleven of the approximately 30 volumes have now been completed and the Conservation Center for Art and Historic Artifacts has an equal number in the restoration process at present. A grant from the Save America's Treasures Program, fully matched by Lutheran Archives Center's fund raising program over the last 2 years, is covering the costs.

Lutheran Archives Center is also participating in an anniversary display at the Berman Museum at Ursinus College in Collegeville, Pennsylvania this fall by sharing several Muhlenberg documents and artifacts, including volumes of the restored Journals. They are also participating, through a loan of six letters, in a display this fall organized through the Library Company of Philadelphia related to the work of the Muhlenbergs.

Historical Society of Pennsylvania

The Historical Society of Pennsylvania (HSP) is pleased to announce that it has been awarded a grant from the Andrew W. Mellon Foundation in support of its Hidden Collections Initiative for Pennsylvania Small Archival Repositories (HCI-PSAR). HCI-PSAR is a three-phase project to make better known and more accessible the largely hidden collections of the numerous small, primarily volunteer-run archival and manuscript repositories throughout Pennsylvania, including small historical societies, museums, historic sites, and other institutions. The Mellon Foundation grant will fund the initial fourteen-month pilot phase of the project, which will focus on Philadelphia and one suburban county and will develop and refine methodologies for later phases of the project. During the pilot phase, project staff will create a directory of all the small archival and manuscript repositories in the two-county pilot area and will survey the collections of twenty-five repositories as a representative sample. Both the directory and survey information will be made available to the public on HSP's website.

Project director for HCI-PSAR will be Jack McCarthy, a certified archivist and archival/historical consultant who has many years of experience working with small archival repositories. HSP Director of Archives and Collections Management Matthew Lyons will serve as project supervisor. Additional staff to be hired includes two project surveyors and a part-time project coordinator.

The funding for this project will help bring to light the rich and important archival and manuscript collections held by Pennsylvania's many small historical organizations.

For more information, contact the Society's Programs Associate, Nicole

Mahoney, at (215) 732-6200 ext. 227 or nmahoney@hsp.org.

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(570) 320-2400 x 7840
psscott@pct.edu

VIRGINIA

The College of William and Mary
Civil War Document Transcription Project
The transcription project of Swem Library's "From Fights to Rights: The Long Road to a More Perfect Union" is a massive effort by volunteers to transcribe manuscripts such as diaries and letters in the Special Collections Research Center and make them available online.

Staff and volunteers have begun scanning thousands of documents from the Civil War era and making images of the documents available online using Omeka. After the documents are digitized, they are then available to volunteers to transcribe. Nearly all of the volunteer transcribers are working from home, but volunteers are welcome to transcribe from the original documents in Special Collections if they wish. Staff & volunteers will check completed transcriptions before adding them to the online collection.

The next phase of the effort will see volunteers transcribing material from the Civil Rights Movement. More information is available at <https://swem.wm.edu/news/fights-rights/transcription-project>.

From Fights to Rights: The Long Road to a More Perfect Union is a four-year project to commemorate the 150th anniversary of the Civil War and the 50th anniversary of the Civil Rights Movement from 2011-2015. The "From Fights to Rights" project has three aspects: a series of public programs and exhibits in Swem Library; the digitization of theses and dissertations by W&M alumni on Civil War and Civil

State and Local News

Rights topics and their inclusion in the W&M Digital Archive; and the volunteer effort to transcribe manuscripts. The project was named by William and Mary alumnus Charles E. Fulcher, Jr. '99 after a contest by Swem in 2011.

William & Mary Catalogs Now Available

Are you an alumnus of the College of William & Mary looking for descriptions of classes you took while a student? Researching your ancestor who attended or worked at the College of William & Mary? The College of William & Mary Catalogs from 1829 to the present are now available through the W&M Digital Archive.

Modern college catalogs are best remembered for detailed course descriptions and information about degree requirements, but catalogs also include other important information about the university, its people, buildings, and history. In the catalog you will find lists of faculty and staff, highlights of facilities and services, academic policies, descriptions of student groups, and much more information intended to inform current and attract potential students.

Catalogs from the 19th and early 20th centuries are a treasure trove for researchers of not only William & Mary history, but also family history as they list faculty, staff, students, and alumni. Researchers of William & Mary and Williamsburg history will not be disappointed though as they follow the growth and development of campus and its buildings through announcements in the catalog and fold-out maps of campus, which were common in the early 20th century.

Catalogs from 2004 to the present were available electronically from the Office of the University Registrar and were added to the W&M Digital Archive. Swem Library was able to digitize the 1829-2004 catalogs

with the support of donors to Special Collections.

Digitization by the Internet Archive was made possible through the LYRASIS Mass Digitization Collaborative with funding from LYRASIS members and the Sloan Foundation. More information: <https://swem.wm.edu/news/2011/06/william-mary-catalogs-now-available>.

New Exhibits

Swem Library's Special Collections Research Center marked the third semester of class-curated exhibits in Spring 2011 with the opening of "A Century of Student Voices" by students in Prof. Sharon Zuber's "Constructing the News" Introduction to Literary and Cultural Studies class and "The World of Henry Billups: Jim Crow at the College of William and Mary" by students in Prof. Jody Allen's history class of the same name. Both exhibits run April-November 7, 2011 and further information is available at <https://swem.wm.edu/exhibits>.

George Mason University

George Mason University has announced the appointment of Yvonne A. Carignan to the position of Head, Special Collections and Archives. Yvonne has been serving as the Kiplinger Research Library Director and Head of Collections for the Historical Society of Washington, D.C. since 2007 where she managed special collections and archives development, public service, outreach, donor relations, internship and volunteer programs, archives processing, and bibliographic control for collections.

Yvonne's educational background includes: MA in History from George Mason University; MS in Library Science from the University of North Carolina, Chapel Hill; BA (History major) from Virginia Commonwealth University.

Library of Virginia

The Library of Virginia and the Virginia Sesquicentennial of the American Civil War Commission have partnered to identify and locate original, privately-held manuscript material concerning the Civil War. The Civil War 150 Legacy Project is a multi-year initiative to digitize and provide world-wide access to the private documentary heritage of the American Civil War era located throughout Virginia. Working with Local Sesquicentennial Committee's already established, archivists from the Library of Virginia will scan and catalog images collected throughout the state. The images will be available for viewing through the Library of Virginia's digital collections web site Virginia Memory (www.viriniamemory.com).

There has been great interest so far in the Civil War 150 Legacy Project, with tremendous participation by the individual communities and press coverage throughout Virginia, including an article in The Washington Post in the 7 November 2010 Civil War Sesquicentennial supplement section. For more information about the Civil War 150 Legacy Project, including a schedule of upcoming scanning events throughout Virginia, please visit www.viriniacivilwar.org/legacy.

Norfolk Southern Archives Museum Renovations and a Mobile Phone App

Norfolk Southern traces its beginnings to 1830; the modern corporation was formed in 1982, when the Norfolk and Western Railway and the Southern Railway merged to form Norfolk Southern Corporation.

The Norfolk Southern Archives includes the records of nearly 400 predecessor railroads and related companies in the South and Midwest, beginning in the 1820s. The collection includes a wide variety of materials—such as photographs, documents,

artifacts, blueprints, and drawings—and is housed in repositories in Norfolk and Roanoke, Virginia. A museum in Norfolk showcases the archival collection for visitors to the corporate headquarters, and is open to the public five days a week, free of charge.

Clothing, tools, locomotive and train parts, signage, maps, and advertisements are among the more than 500 images and artifacts dating to the 1830s that are showcased in the museum. Visitors can drive a locomotive simulator formerly used to train Norfolk Southern engineers. A narrated, plasma screen-based interactive program for the simulator allows them to experience the thrills and challenges of operating a locomotive. Exhibits include sections of Civil War track; vintage hand tools; a 900 pound railroad coupler; photographs of workers past and present; and diagrams used to teach hand signals and lantern use to railroad trainees. A new interactive wall and floor digital multimedia projection system was installed in the museum this summer.

Materials from the archives are often featured on Norfolk Southern's Facebook page, which has more than 14,000 fans from around the world. The Archives has worked with the manager of Community Outreach to incorporate historical content on Facebook. The Archives is also working with the corporation's public relations firm, The RP3 Agency, on a free mobile phone application, which will deliver the company's latest news, stock information, and social media postings to smart phone users. The Norfolk Southern app will be available for iPhone and Android phones through their application stores later this year. It also features company photos, videos, a timeline, and quiz.

The app includes a photo of the day, daily trivia, and a historical time line illustrated with materials from the Archives. Annual reports, company magazines, advertisements, and a wide variety of photographs from the Archives helped to illustrate this history of the company. Touching a picture enables the user to find more information on the event or image. The app balances current events with historical content.

"This puts NS information into the proverbial palm of the hand," said Frank Brown, assistant vice president corporate communications. "It's available wherever there is a mobile signal, and it doesn't hurt that it's free and easy to use."

The app's "News" button gives users a choice of company news releases or real-time feeds of the NS Facebook and Twitter pages. The "Stocks" button provides related industry financial news in addition to the latest available NS stock price. "Media" offers photos and NS-produced videos. "Timeline" lets users explore company milestones going back to 1827. The NS system map and other general company information are found under the "About Us" button.

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and Public Relations, the Norfolk Southern Archives has crafted a new way to use its collections for education and outreach.

While the Archives continues to reach out to the community in traditional ways (by speaking to groups, giving tours of the museum, and participating in Archives Month), we're exciting to be exploring this new avenue and working collaboratively with others who care about the company's history. Another first—an Archives podcast—is currently in production and will be available on the Norfolk Southern web site this fall. The slogan for the Norfolk Southern museum is "Where the Past Meets the Future, Daily." The same can now be said for the Archives as we explore social media.

Norfolk Southern Archives Helps to Honor African American Railroaders

The Norfolk Southern Archives participated in an event at the Virginia Museum of Transportation (VMT) in Roanoke on June 11, 2011, to honor the contributions of African American railroaders. The VMT is housed in the former Norfolk and Western freight station. Jennifer Davis McDaid, Norfolk Southern's historical archivist, worked with the African American N&W Heritage Celebration Group and Rails of Color on the project. The Norfolk Southern Archives displayed items from its collections at the event, and visitors could train on a locomotive simulator, ride in a caboose, and tour the museum. A ceremony in the evening keyed by Norfolk Southern CEO Wick Moorman honored the veterans.

well to provide scholarship opportunities for college.

African American workers—among them brakemen, firemen, porters, chefs, mechanics, and laborers—made significant contributions to the building, maintenance, and operation of the railroad. The Norfolk Southern Archives helps document their stories, past and present.

Roanoke Public Libraries

The Virginia Room holds Roanoke Public Libraries' collection of historical and genealogical research resources. The collection boasts over 16,000 books and pamphlets and thousands of maps, photographs, manuscripts and files. With more than 6,000 researchers annually, the Virginia Room is widely considered the best Virginia genealogy library west of Richmond. However, until last fall, this outstanding collection suffered from insufficient storage and patron user space. The solution? A facelift and expansion!

The goals of the renovation project were: to more efficiently and effectively use existing Virginia Room and former reference areas. Improve services to researchers by creating a space designed for them. Create space for office functions and work areas for volunteers and interns. Create an archives processing and preservation work area. Protect heavily used research materials with additional shelving and space to hold manuscript collections.

The end result – the Virginia Room more than doubled its footprint, open stacks shelving, staff work space, seating, and Special Collections shelving. Additionally, they created a new computer lab specifically for Virginia Room patrons that doubles as program space, and added three new microfilm/computer machines that print, email or save microfilm data. The positive impact of the Virginia Room expansion has been significant. On-site

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Norfolk Southern donated framed photographs copied from the historical collection for the groups to sell in a silent auction to raise money for their college scholarship fund. This year, the auction raised nearly \$2,000.

The groups in Roanoke include retired workers, many in their eighties and nineties, as well as current Norfolk Southern employees. They work with local schools to mentor young students, as

patron usage has increased by 10% and usage numbers for microfilm services and Virginia Room resources have also significantly increased.

How did the library make this expansion possible? Three years of dreaming and planning before funding even existed were key to the projects success. When a generous donation from Yong-Ja Howery, in honor of her husband and Roanoke native, Darryl Howery, arrived in Fall 2010, those dreams and years of planning finally paid off. Additional support was provided by the Roanoke Public Library Foundation and the City of Roanoke. From the 100 year old Seth Thomas clock and the oak librarian's desk (both original from the city's first library) and the fully restored 1889 Roanoke map, to the modern library tables and lamps with outlets for laptops, the Virginia Room exemplifies the city's commitment to her history and to provide the best service to citizens and visitors.

To view pictures of the renovated space, search the collection or plan a trip to the Virginia Room, please visit their website at www.roanokeva.gov/virginiaroom

University of Virginia Albert and Shirley Small Special Collections Library

Ervin L. Jordan, Jr., a 32-year employee of the University of Virginia's Special Collections Library, was elected to a three-year term on the Gettysburg Foundation Board of Directors during its June 2011 meeting in Gettysburg, Pennsylvania.

The Foundation oversees the Gettysburg National Military Park Museum and Visitor Center, a multi-million dollar multimedia facility that opened in 2008. The Board's president remarked that Jordan's "integrity, insight, and thoughtfulness, as well as his commitment to tell the inclusive stories of the people and communities affected by the Civil War, will be an incredible gift to the mission and vision of the Foundation and

the battlefield." As a private, non-profit educational organization the Foundation's mission, in partnership with the National Park Service, is to enhance preservation and understanding of the lasting national significance of the Gettysburg Campaign, Lincoln's Gettysburg Address and President Eisenhower's residence in the Gettysburg community.

Jordan is an Associate Professor and Research Archivist at UVA's Albert and Shirley Small Special Collections Library, specializing in Civil War and African-American history. He is the author of three books including the nationally acclaimed *Black Confederates and Afro-Yankees in Civil War Virginia*, a History Book Club selection. Jordan has been a member of MARAC (and its Virginia Caucus) since 1979. He served as Chair of the Nominations and Elections Committee (1987-88) and was again elected to the committee and served 2005-2006; he was MARAC Vice-Chair during 1993-95. Jordan is also a member of Virginia's State Historical Records Advisory Board and the Supreme Court of Virginia Historical Commission.

Virginia Historical Society Virginia Historical Society Wins 2011 AASLH Award of Merit

The American Association for State and Local History (AASLH) recently announced that the Virginia Historical Society (VHS) is the recipient of a 2011 Award of Merit from the AASLH Leadership in History Awards committee. The VHS was honored for *An American Turning Point: The Civil War in Virginia*, a 3,000-square-foot exhibition featuring more than 200 objects and 17 audiovisual programs, currently on display at the Society's museum through December 30, 2011.

An American Turning Point is a signature project of the Virginia Sesquicentennial of the American Civil War Commission and is a major component of the commonwealth's

commemoration of the Civil War sesquicentennial from 2011 to 2015.

"An American Turning Point differs from past examinations of the Civil War by giving equal time to the conflict as a social upheaval experienced by more than just soldiers; by giving voice to previously overlooked participants; by expanding the traditional narrative of the war handed down in schools for generations; and by organizing the project through questions that often challenge conventional wisdom," said Dr. Paul Levengood, VHS President and CEO. "The VHS has undertaken this project as a way to increase public dialogue and enable people to understand the war in new and personal ways. By providing communities throughout Virginia with a place to reflect upon the many complex issues surrounding the American Civil War, the VHS will help foster positive and constructive dialogue."

AASLH bestows Leadership in History Awards to establish and encourage standards of excellence in the collection, preservation, and interpretation of state and local history in order to make the past more meaningful to all Americans. The Leadership in History Awards, in its 66th year, is the most prestigious recognition for achievement in the preservation and interpretation of history and brings public recognition to small and large organizations, institutions, and programs that make contributions in this arena.

The Award of Merit recognizes excellence for projects (including civic engagement, exhibits, multimedia, preservation projects, publications, public programming, and special projects), individual achievement, and general organizational excellence. The award is given for exceptional and meritorious work—action over and above the ordinary call of duty—and new and promising ideas, approaches, and innovations that will serve as a model for the field are given special consideration.

State and Local News

In 2011, AASLH conferred 59 national awards honoring people, projects, exhibitions, books, and organizations. Presentation of the awards were made at a special banquet during the 2011 AASLH Annual Meeting in Richmond, Va., on Friday, September 16, 2011. The banquet was supported by a generous contribution from the History Channel.

An American Turning Point was made possible by the Virginia Historical Society in partnership with the Virginia Sesquicentennial of the American Civil War Commission and the National Endowment for the Humanities.

Robert E. Lee's Lonely Struggle

In its Disunion series on April 19, 2011, the New York Times recently highlighted important work being done in the manuscript collections of the Virginia Historical Society. ("The General in His Study") The newspaper received more responses to this article than nearly any other contribution to the series. In the article, noted Lee scholar Elizabeth B. Pryor described the context in which R. E. Lee made his fateful decision in April 1861 to resign from the U.S. Army. She based her exploration into this topic on a letter in the VHS collections written by the general's daughter, Mary Custis Lee, which reveals new insight into Lee's actions during that tumultuous month. In September, subscribers to the Virginia Magazine of History and Biography will be able to read Pryor's full essay on the topic, which develops at length the story outlined in the NYT article.

To learn more about this letter please visit http://www.vahistorical.org/news/mcl_letter.htm

► *Caucus Representative*

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WEST VIRGINIA

Former Congressman and WV Secretary of State publishes new book on the Civil War

Dr. Kenneth W. Hechler's latest book *Soldier of the Union* (2011) has just been published. The book contains several hundred wartime letters written by Hechler's grandfather George Hechler and his brother John, both of whom served with the 36th Ohio Volunteer Infantry during the Civil War and spent considerable time in what is now West Virginia. Hechler holds a Ph.D. from Columbia University and has taught political science at Columbia, Barnard, Princeton, and Marshall universities.

Dr. Hechler's public and private papers are housed in the Special Collections Department of Marshall University in Huntington, WV, and the Department provided research assistance to him during the preparation of the book. (Portions previously published in *West Virginia Archives and History News*, [Vol. 12, No.5, July, 2011], a publication of the West Virginia Division of Culture and History.)

Records Management and Preservation Board Statewide Preservation Project

The statewide records preservation project was initiated by the Records Management and Preservation Board (RMPB) to create and/or preserve offsite microfilm of county clerks' deed books. When the project was in its planning stages, a statewide survey of county officials was conducted to determine county microfilm and digital holdings. Personnel, space, and equipment requirements were determined, and the RMPB approved purchasing equipment and hiring personnel.

The initial equipment, consisting of an archive writer (digital image to microfilm

camera) and a microfilm scanner (microfilm images to a digital format), was purchased in January 2010. Later, in January 2011, a large document scanner (paper documents to a digital format) was acquired. Putnam County records served as a pilot project, which involved taking digital images of the county clerk's records (1992–2009) and creating rolls of microfilm. Filming began on March 22, 2010, and took just over six months to complete.

The RMPB project has expanded to more than 19 counties, with county deeds being its main thrust. Several counties are loaning the State Archives their original deed books to scan on the large document scanner. This allows the best possible images to be preserved for microfilming and eventually downloaded to the county digital storage system for county clerks' office usage. Several counties also have transferred microfilm that is onsite at the county courthouse to the State Archives for eventual digitization. (Previously published in *West Virginia Archives and History News*, [Vol. 12, No.6, August, 2011], a publication of the West Virginia Division of Culture and History.)

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Treasurer's Report Fiscal Year 2011, 4th Quarter

(April 1, 2011 to June 30, 2011)

CATEGORY	Budget	1 st Quarter	2 nd Quarter	3 rd Quarter	4th Quarter	Total	% Budget
INCOME							
Membership Dues	\$31,500.00	\$19,164.00	\$3,291.00	\$2,727.00	\$1,683.00	\$26,865.00	85.29%
Conference Registration	\$54,000.00	\$19,253.00	\$11,972.00	\$26,467.00	\$13,134.00	\$70,826.00	131.16%
Conference Vendors	\$22,000.00	\$5,250.00	\$2,872.00	\$5,850.00	\$3,150.00	\$17,122.00	77.83%
Conference Sponsorship	\$2,000.00	\$1,500.00	\$675.00	\$500.00	\$2,340.00	\$5,015.00	250.75%
Publication Advertising	\$2,700.00	\$0.00	\$1,242.00	\$1,410.00	\$0.00	\$2,652.00	98.22%
Publication Sales	\$500.00	\$0.00	\$175.00	\$175.00	\$882.00	\$1,232.00	246.40%
Mailing List Sales	\$250.00	\$50.00	\$0.00	\$200.00	\$0.00	\$250.00	100.00%
Off-Meeting Workshops	\$500.00	\$0.00	\$825.00	\$2,175.00	\$75.00	\$3,075.00	615.00%
Bank Interest	\$400.00	\$65.98	\$56.27	\$63.99	\$75.74	\$261.98	65.50%
Investment Interest	\$4,000.00	\$1,192.01	\$0.00	\$262.57	\$782.11	\$2,236.69	55.92%
Gifts to Operations	\$300.00	\$375.00	\$75.00	\$15.00	\$0.00	\$465.00	155.00%
Miscellaneous	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Total Income	\$118,150.00	\$46,849.99	\$21,183.27	\$39,845.56	\$22,121.85	\$130,000.67	110.03%

EXPENSES							
Administrator	\$15,750.00	\$3,258.84	\$1,839.99	\$2,806.36	\$2,011.18	\$9,916.37	62.96%
Web Services	\$3,200.00	\$624.39	\$624.39	\$833.79	\$656.49	\$2,739.06	85.60%
Archivist	\$750.00	\$750.00	\$0.00	\$0.00	\$0.00	\$750.00	100.00%
Accountant	\$1,500.00	\$0.00	\$0.00	\$1,355.00	\$0.00	\$1,355.00	90.33%
Advocacy	\$1,500.00	\$0.00	\$1,500.00	\$0.00	\$250.00	\$1,750.00	0.00%
Insurance Policy	\$1,000.00	\$0.00	\$0.00	\$0.00	\$900.00	\$900.00	90.00%
Phone	\$600.00	\$72.59	\$143.66	\$144.26	\$144.68	\$505.19	84.20%
Postage	\$1,400.00	\$174.87	\$204.18	\$5.13	\$11.00	\$395.18	28.23%
Office Supplies	\$400.00	\$0.00	\$381.26	\$0.00	\$139.73	\$520.99	130.25%
Food	\$1,400.00	\$277.12	\$570.67	\$678.75	\$45.34	\$1,571.88	112.28%
Travel	\$1,550.00	\$1,662.28	\$22.00	\$1,701.69	\$690.20	\$4,076.17	262.98%
Equipment	\$500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Printing and Design	\$4,500.00	\$1,058.68	\$1,513.68	\$0.00	\$513.92	\$3,086.28	68.58%
Conference	\$72,000.00	\$3,287.00	\$27,028.77	\$16,815.21	\$33,583.10	\$80,714.08	112.10%
Lodging	\$1,500.00	\$164.16	\$426.27	\$0.00	\$370.54	\$960.97	64.06%
Honoraria	\$1,700.00	\$500.00	\$600.00	\$0.00	\$900.00	\$2,000.00	117.65%
Awards and Prizes	\$1,300.00	\$0.00	\$450.00	\$0.00	\$650.00	\$1,100.00	84.62%
Scholarships	\$4,000.00	\$486.36	\$1,163.68	\$600.00	\$1,575.59	\$3,825.63	95.64%
Banking Fees	\$3,600.00	\$908.60	\$1,518.52	\$679.73	\$1,594.01	\$4,700.86	130.58%
Investments	\$0.00	\$0.00	\$257.77	\$0.00	\$0.00	\$257.77	0.00%
Disaster Relief	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Miscellaneous	\$0.00	\$0.00	\$12.71	\$25.00	\$0.00	\$37.71	0.00%
Total Expenses	\$118,150.00	\$13,224.89	\$38,389.02	\$25,644.92	\$44,035.78	\$121,163.14	102.55%
Net Income or (Loss)		\$33,625.10	(\$17,205.75)	\$14,200.64	(\$21,913.93)	\$8,837.53	

Account Balances			Opening	Credits	Debits	Closing
PNC Checking	\$5,115.12	Operating	\$30,751.46	\$22,121.85	(\$44,035.78)	\$8,837.53
PNC Savings	\$60,577.98	Restricted	\$103,485.00	\$295.00	\$0.00	\$103,780.00
PNC CDs	\$20,039.96	Reserve	\$41,352.50	\$0.00	\$0.00	\$41,352.50
Vanguard Bonds	\$73,133.99	Surplus	\$4,897.02	\$0.00	\$0.00	\$4,897.02
Total	\$158,867.05	Totals	\$180,485.98	\$22,416.85	(\$44,035.78)	\$158,867.05

Summary - Fourth Quarter FY 2011

Opening Balance	\$180,485.98
Total Income	\$22,416.85
Total Expenses	(\$44,035.78)
Closing Balance	\$158,867.05

Restricted Funds		Opening	New Gifts	Closing
PNC Savings	\$10,606.05	Disaster Relief	\$1,145.00	\$1,170.00
PNC CDs	\$20,039.96	Education	\$270.00	\$97,530.00
Vanguard Bonds	\$73,133.99	Finch Award	\$5,080.00	\$5,080.00
Total	\$103,780.00	Totals	\$103,485.00	\$103,780.00

New Ways to Save

New Ways to Serve

By Jim Gerencser

Three years ago, I began drafting an article for the *Mid-Atlantic Archivist* (MAA) in my new role as MARAC Treasurer. The article explained why a dues increase would likely be introduced during the next fiscal year. A few months earlier, Steering Committee had issued an RFP for contracted administrative services to determine if it might be possible to improve member services within the constraints of the MARAC budget. The eleven proposals received revealed that, in fact, an improvement in services would definitely result in an increase in costs, and that our existing contract was already among the best values. Steering made its final selection from among those proposals received, realizing that a dues increase would be needed to fund the new contract.

Fast forward to today, and you may notice that dues remain at the same level they have been since 1999. The organization had just under \$120,000 in 2008, and today has nearly \$160,000, reflecting growth in our operating surplus as well as our endowed and restricted funds. Even in these difficult economic times, MARAC has managed to strengthen its assets without resorting to a dues increase. This improved financial position was achieved through several cost-cutting measures that have helped the organization to operate more efficiently than in previous years. At the same time, improvements in member services have also been implemented. So what have we done differently?

Administrative Services

First among the recent changes was a move to a different administrative services model. Early in 2009, MARAC and The Lamoureux Company parted ways. As a result, MARAC found itself without an administrative services contract for the first time in a decade. This situation provided an opportunity to explore other options.

The model followed by the Oral History Association for managing its administrative services seemed to offer some advantages, coupling cost savings with greater attention to member needs. A hosting agreement was reached with Dickinson College whereby MARAC is administratively associated with the college. The hosting agreement allows MARAC to hire its own part-time administrator who is wholly accountable to MARAC and its members. The administrator is, formally speaking, an employee of the college, and thus MARAC does not need to pay the overhead costs associated with insurance and other work benefits. MARAC simply reimburses Dickinson College for the administrator's salary on a quarterly basis.

Around the same time that this new administrative model was adopted, MARAC began utilizing MemberClicks as a way to maintain a web presence while at the same time offering MARAC members the ability to access and update their own membership information, pay their annual dues, and register for conferences and workshops. MARAC pays MemberClicks for a particular package of services and web functionalities, and MARAC has the flexibility to add or drop services as the organization's needs continue to evolve over time. While MARAC sacrifices some control in terms of site design and functionality, the burden of site maintenance upon the webmaster and the administrator is much reduced.

This change in the way membership and administrative services are handled has resulted in a sizable reduction in expenses. The cost for administrative and member services under the earlier model averaged around \$30,000 per year. This compares to roughly \$15,000 for MemberClicks fees and administrator's salary combined – a 50% savings!

Newsletter Production

Another area that has realized significant savings in recent years is design, printing, and distribution of the quarterly newsletter. In a survey conducted in 2008, many members indicated their desire to receive the MAA in electronic format. As a result, MARAC responded by offering the option of receiving the MAA online or in hard copy, with only about 10% of the membership opting for the latter. The cost to design, print, and distribute the newsletter to all members in hard copy had been, on average, about \$3,300 per issue. Beginning in 2009, the switch to primarily electronic delivery reduced the per-issue cost to about \$1,200.

In order to reduce costs even further, the Publications Committee began working with the Dickinson College print center earlier this year to produce the quarterly newsletter. This move resulted in a redesign of the MAA, allowing the newsletter to be printed in full color. And because of the existing hosting agreement, MARAC pays reduced rates for design and printing. Each issue of the newsletter now costs approximately \$750. Thus, the total savings resulting from the newer means of producing the quarterly newsletter, compared to four years ago, are roughly \$10,000 annually.

Credit Card Usage

One area that has resulted in an increase in expenses is the use of credit cards. Up until a few years ago, MARAC did not even accept credit cards for payment. In 2007 a Paypal account was set up as a way to explore how much demand there would be for a credit card payment option. While Paypal proved a popular choice, this service was not considered by some employers (particularly, government agencies) to be secure, so that many members were still unable to make use of this service.

After moving MARAC's accounts to PNC Bank, a merchant services account was set up. This account was synched up with our MemberClicks website, thus allowing members to pay with credit card directly through web-based forms on the MARAC site. The popularity of this service is made clear by the fact that 58% of all the money paid to MARAC during the past year was handled via credit card.

While members seem pleased with the convenience that this service offers, this has added a relatively new expense. MemberClicks, PNC Bank, and a credit card certifying service each charge a fee for the credit card transactions that they facilitate. What this means is that, altogether, about 6% of the funds paid to MARAC via credit card are in turn paid out to those three entities. From roughly \$75,000 in credit card transactions last year, MARAC paid \$4,500 in fees. This

service, while clearly a necessity for conducting business conveniently, does not come without its associated costs.

Goals Realized

Looking over ten years of MARAC activity, from fiscal year 1999 through 2008, the average annual combined cost of administrative services and newsletter production was roughly \$43,000. At the same time, the average annual income from membership dues was only about \$32,000. Continuing to rely on profits from the fall and spring conferences to make up this difference was not sustainable in light of the increasing fees being charged by hotels. In order to bring annual operating income and spending more into line, MARAC either needed to increase the annual membership fee, or else reduce costs by at least 25%. Since implementing the changes described above, that 25% reduction goal has been

exceeded, and those savings have even allowed us to absorb the added expense of offering credit card payment services.

Many MARAC officers, committee chairs, and steering committee members have cooperated to bring about these positive changes. New efficiencies have allowed MARAC to improve its benefits and services to members without needing to raise dues. MARAC has long maintained that membership and participation in the organization should be an excellent value. By continuing to search for more effective ways to conduct our business, we sustain our commitment to this value proposition. If you have any ideas of your own about how we may operate more efficiently and realize further savings, please feel free to contact me or other MARAC officers and steering committee members with your ideas.

Welcome New Members

July

Christy Fic, University of Pittsburgh
Margaret Mason, Syracuse University
Eric Behm
Aiden Faust
Heather Perez, Atlantic City Free
Public Library
Martin Elks, Commonwealth Institute
Heather Isbell Schumacher, Delaware
Historical Society
Sara Lichtenfeld, University of Maryland
Caitlin Wells, University of Maryland
Tiffany O'Sheal, U.S. Army Medical Research
Institute of Chemical Defense
Lynn Schott, Bergen Community College
Laura Kopp Starr, History Associates, Inc.

August

Jane Rothstein, Long Island University,
Palmer School
Sarah Hull, Plainfield Public Library
Stephanie Gardner, Alexander Mack
Memorial Library
Meredith Gramann, American University
Eric Schnittke, University of
Pennsylvania Museum

Lindsay Turley, Museum of the
City of New York
Darcel Bryant, Howard University
Melissa Straw, Goucher College Library
Lori Satter, University of Rochester
John Paul Deley, US Department of Energy
Mindy Gordon, Preservation Reviews
Colleen Yoder, Catholic Diocese of Richmond
Kenneth Cleary, Rutgers University
Alison Lotto, New York University
Daisy DeCoster, Saint Peter's College
Lara Justis, Goucher College
Matt Shoemaker, Historical Society
of Pennsylvania
Patricia Glinski, Brooklyn Historical Society
Ashley Laine Taylor, University of Pittsburgh
Mary Sanders, Susquehanna University
Jason Pullen, Korg USA
Giancarlo Pimpinella
Dianne Oster, Seton Hall Law Library
Trevor Wylie, University of Maryland
Liesl Ostergaard, University of Pittsburgh
Patricia Walker
Nicole Staron, Pennsylvania College
of Technology
Heather Crocetto, Virginia Room, Arlington
County Public Library

Judy Knudsen, Arlington Public Library
John Stanton, Arlington Public Library
Anne Yoder, Swarthmore College
Peace Collection
Joy Dlugosz, Eastern University
David Koch, Presbyterian Historical Society
Kate Aras, University of Maryland
Orly Fried
Frank Kinball Efird Jr., Illinois State Archives
Kenneth O'Brien
Pamela Powell
Stephen Marz, Delaware Public Archives
Thomas Summers, Delaware Public Archives
James Frazier, Delaware Public Archives
Dawn Mitchell, Delaware Public Archives
Lynn Waller, Sylvia Gaither Garrison Library
at the Banneker-Douglass Museum
Anna Kresmer, Jacobus tenBroek Library,
National Federation of the Blind
Jernigan Institute
Judy Stevenson, Hagley Museum and Library
Kate Aras, University of Maryland
Margaret Kidd, Virginia Commonwealth
University, Tompkins-McCaw Library
Jessica Aberle, Lehigh University
Carol Gehring, Joyful Sound

TIME VALUE MAIL

MARAC

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Yvonne Carignan

Elizabeth Novara

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Pat Scott

Paige Newman

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The Mid-Atlantic Archivist (MAA) is the quarterly newsletter of the Mid-Atlantic Regional Archives Conference (MARAC). MARAC membership includes interested individuals who live and work in Delaware, the District of Columbia, New Jersey, New York, Maryland, Pennsylvania, Virginia, and West Virginia. MARAC seeks to promote the professional welfare of its members; to effect cooperation among individuals concerned with the documentation of the human experience; to enhance the exchange of information among colleagues working in the immediate regional area; to improve the professional competence of archivists, curators of textual, audio-visual and related special research collections, and records managers; and to encourage professional involvement of those actively engaged in the acquisition, preservation, bibliographic control and use of all types of historical research materials.

Individual annual membership dues are \$35. The dues year runs from July 1 through June 30. Membership is not open to institutions, but institutions may purchase subscriptions to MAA at \$35 per year.

Membership applications should be addressed to:
MARAC Dickinson College, P.O. Box 1773, Carlisle, PA 17013;
Phone: (717) 713-9973; Email: administrator@marac.info.

Material for publication should be sent to Michael P. Martin, Archives and Records Management Specialist, New York State Archives, Cultural Education Center, Room 9D64, Albany, NY 12230, 518-486-1741, mmartin@mail.nysed.gov.

Deadlines are February 15, May 15, August 15 and December 1.

Advertising rates and requirements may be obtained from Ilhan Citak, Archives and Special Collections Librarian, Lehigh University, 341 Linderman Library, 30 Library Drive, Bethlehem, PA 18015, 610-758-4506, ilc4@Lehigh.EDU.